

**Board of Towing and Recovery Operators  
Application Work Group Meeting  
2601 W. Broad Street, 2<sup>nd</sup> Floor  
Richmond, Virginia 23220**

**December 14, 2011 at 12:30 pm**

**Members Present:**

Scott Wyatt  
John J. Beall, Jr.

**Staff Present:**

Barbara Drudge

**Member Absent:**

Lt. R. C. Hardison

**Meeting Called to Order:**

The meeting was called to order at 12:32 pm, and those present were Scott Wyatt and John Beall.

**Public Comments:**

There were no public comments.

**Acceptance of Meeting Minutes:**

On a motion made by John Beall and seconded by Scott Wyatt, the minutes from the November 16, 2011 Application Work Group meeting were approved unanimously.

**Executive Session:**

A motion was made by Mr. Beall and seconded by Mr. Wyatt at 12:34 pm to go into closed session to review criminal background histories for licensing and credentialing approval, pursuant to the exemption granted under Section 2.2-3711(A)(4) of the Code of Virginia..

The Application Work Group reconvened at 12:41 pm. Mr. Beall stated that only matters exempt under Virginia Code Sections 2.2-3711(A)(4) relating to a review of the criminal background histories for licensing and credentialing approval were discussed or considered during the closed meeting. Roll call by the Application Work Group to accept the above statement was unanimous.

The Application Work Group reviewed and approved three driver authorization applications during the meeting.

A motion was made by Mr. Beall and seconded by Mr. Wyatt at 12:50 pm to go into closed session to review criminal background histories for licensing and credentialing approval, pursuant to the exemption granted under Section 2.2-3711(A)(4) of the Code of Virginia..

The Application Work Group reconvened at 1:20 pm. Mr. Beall stated that only matters exempt under Virginia Code Sections 2.2-3711(A)(4) relating to a review of the criminal background histories for licensing

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and credentialing approval were discussed or considered during the closed meeting. Roll call by the Application Work Group to accept the above statement was unanimous.

The Application Work Group reviewed and approved one driver authorization application during the second closed session.

### **Other Business:**

There was no other business before the Application Work Group.

### **Next Meeting:**

There were no future meetings scheduled.

### **Adjournment:**

Mr. Wyatt moved to adjourn the Application Work Group meeting, and Mr. Beall seconded it. The motion passed unanimously, and the meeting adjourned at 1:22 pm.